

**INFORMATION SHEET ON
POLICE CLEARANCE CERTIFICATES**

Employees to be appointed as civil servants under the German Civil Service Code (*BeamtStG*) must, in addition to the general personal requirements set out in § 9 of the *BeamtStG*, have the requisite suitability of character.

I hereby declare that

- I have no previous convictions

and

- no criminal proceedings or investigations are pending against me.

I acknowledge that I am obliged to submit data from the *Bundeszentralregister* (Federal Central Criminal Register) referred to as *Führungszeugnis* (police clearance certificate) to the Technical University of Munich. At my local registry office I will promptly apply for a police clearance certificate to be sent directly to the Technical University of Munich. Where an employee's residence is not in Germany, the application must be filed with the Federal Office of Justice (www.bundesjustizamt.de, *Themen*→*Bürgerdienste*→*Führungszeugnis*).

I have been informed that the appointment pursuant to § 12 (1) no. 2 of the *BeamtStG* is to be revoked if the appointing entity was not aware that I have been or will be convicted of a crime or offence which makes me seem undeserving of civil service status.

Place, date

Unterschrift